

**EAST HEMPFIELD TOWNSHIP  
BOARD OF SUPERVISORS MINUTES**

**DATE AND TIME:** September 21, 2016

6:00 p.m.

**ATTENDANCE:** Board Members:

John D. Bingham  
Douglas W. Brubaker  
G. Edward LeFevre  
H. Scott Russell  
W. Scott Wiglesworth

Manager:

Robert S. Krimmel

Assistant Manager:

Cindy A. Schweitzer

Director of Public Works:

Perry T. Madonna

Director of Planning & Development:

Andrew B. Stern

Chief of Police:

Stephen A. Skiles

Engineer:

Robert Visniski

The meeting was called to order at 6:00 p.m. by Mr. Russell, followed by a moment of silence and the Pledge of Allegiance.

**Public Comment** - None

**Visitors:**

- Police Building Expansion – Kimmel Bogrette update on project design progress. Jared Murphy and Jonathan Trump were present on behalf of Kimmel Bogrette Architects. They opened discussion with a review of the mission and core values followed by an audio/visual presentation and review of minor adjustments in the plans and the proposed new exterior image and materials based on input provided by the Board. Updated preliminary cost estimates were also discussed. Following discussion, the Board concurred with the plans and exterior image as presented and discussed. Kimmel Bogrette will develop a tentative meeting schedule and provide it to the Board by next week.
- Dreampark Committee – On behalf of the committee, Mrs. Schweitzer reported on the build progress and scheduled activity updates.

**Consent Agenda:**

- a) Department Reports - Golf Course, Public Works, Planning & Development, Police.
- b) 13-24-FP: Cyraco/QBP: reduce escrow by \$5,254.70 leaving a balance of \$2,980.49
- c) 15-17-FP Stony Battery Self Storage, Reduce escrow by \$168,761.67, leaving a balance of \$223,381.46.
- d) Treasurers Report for August/2016 covering all funds:

7/31/2016 beginning	\$10,434,716.47
August receipts	\$ 1,341,752.23
August expenditures	<u>\$ 959,853.17</u>
8/31/2016 ending	\$10,816,615.53
- e) Invoices from all funds covering 9/10 – 9/23 & totaling \$1,361,630.95
- f) Approval of minutes for September 7, 2016

Following discussion and there being no further comments or questions (Board or Public), motion was made by Mr. Bingham and seconded by Mr. Brubaker to **approve** the consent agenda as presented and discussed. The motion passed (5-0).

**Action items:**

a) Planning/Development:

- 16-11-SK: 194 Cooper Ave, sketch plan request to waive preliminary plan. Mr. Stern reviewed the request. Bill Swiernik was present on behalf of David Miller Associates. Following discussion, motion was made by Mr. Bingham and seconded by Mr. LeFevre to **approve** a waiver from the requirement to submit a preliminary land development plan for a proposed six (6) dwelling unit development as discussed. The motion passed (5-0).
- The Crossings: Sewer Planning Module Review and Action: Defer to Manheim Twp. Following discussion led by Mr. Stern, motion was made by Mr. Bingham and seconded by Mr. LeFevre to **defer** the review and approval of the Sewer Facilities Planning Module for The Crossings to the Manheim Township Planning Commission and Board of Commissioners as discussed at tonight's meeting. The motion passed (4-0-1) with Mr. Russell abstaining
- 16-09-FP: Noll Drive Office Building (Project X). Mr. Stern reviewed the project. Mark Stanley, Esq., McNees, Wallace & Nurick LLC; Mike O'Brien, Developer; Chis Venarchick, RGS Associates and Robert Visniski, Township Engineer were present. Following review and discussion, the following actions were taken:
  - Final Land Development Plan
    - Motion was made by Mr. Brubaker and seconded by Mr. Bingham to **conditionally approve** Modifications #1-4, with the elimination of modification conditions 1a, 1b and 2a, subject to staff and engineer comments. Applicant shall provide a Developer's Agreement in substitution of the plan notes referenced in suggested conditions 1a and 2a. The motion passed (5-0).
    - Motion was made by Mr. Bingham and seconded by Mr. Brubaker to **approve** Noll Drive Office Building, Project X, Plan #16-09-FP, conditioned on resolution of all remaining staff and engineering comments, within 90 days of plan approval, unless extended by the Board for cause shown, or plan approval will be null and void. The motion passed (5-0).
  - Stormwater Management Agreement. Motion was made by Mr. Wiglesworth and seconded by Mr. LeFevre to **approve** the Stormwater Management Operations and Maintenance Agreement for Noll Drive Office Building, Project X, Plan #16-09-FP. The motion passed (5-0).

- Developers Agreement. Motion was made by Mr. Bingham and seconded by Mr. LeFevre to **approve** a Developer's Agreement for Noll Drive Office Building, Project X, Plan #16-09-FP. The motion passed (5-0).
  - Establish Escrow. Motion was made by Mr. Brubaker and seconded by Mr. Wiglesworth to **establish** escrow for public improvements in the amount of \$228,229.16 for Noll Drive Office Building, Project X, Plan #16-09-FP. The motion passed (5-0).
  - Amendment to Lancaster Farm Fresh Developer's Agreement. Motion was made by Mr. Wiglesworth and seconded by Mr. Bingham to **approve** a revised Developer's Agreement for Lancaster Farm Fresh, Plan #15-05-FP. The motion passed (5-0).
- b) Ted Ayres proclamation of service to the Township – Resolution #2016-25. Mr. Russell read the proclamation. Following discussion, motion was made by Mr. LeFevre and seconded by Mr. Brubaker to **adopt** Resolution #2016-25 commending and sincerely thanking Theodore Ayres, Jr. for his commitment and dedication to service to East Hempfield Township and the Hempfield Water Authority. The motion passed (5-0).
- c) Sidewalk Ordinance: Authorize staff to send to solicitor for advertisement. Mr. Stern reviewed the proposed sidewalk ordinance. Following discussion, motion was made by Mr. LeFevre and seconded by Mr. Bingham to **authorize** staff to forward the draft sidewalk ordinance to the Township Solicitor for review and advertisement. The motion passed (5-0).
- d) 5K and Kids Fun Run (Hempfield HS Min-i-thon) – conditional approval of 10/8/2016 road event. Mr. Krimmel reviewed the application. Following discussion, motion was made by Mr. Wiglesworth and seconded by Mr. Brubaker to **conditionally approve** the event and use of the roadways as requested provided that the necessary personnel (fire police and/or EHTPD personnel) are provided to control the roadway intersections with any costs to be reimbursed back to the Township if police personnel are used. The motion passed (5-0).
- e) Appointment of Planning Commission alternates – Brian Biggs and Linda DiPerna. Mr. Stern reviewed his memorandum dated September 15, 2016 and the attached applicant resumes. Following discussion, motion was made by Mr. Bingham and seconded by Mr. Brubaker to **appoint** Brian Biggs and Linda DiPerna as Alternate Members of the East Hempfield Township Planning Commission with a term of four (4) years. The motion passed (5-0).
- f) Banking Cash Management Program – memo. Mr. Krimmel reviewed the Finance Work Group memorandum dated September 20, 2016. Following discussion, motion was made by Mr. Wiglesworth and seconded by Mr. Brubaker to **approve** the consolidation of all East Hempfield Township bank accounts under a new cash management program with First National Bank. The motion passed (5-0).

- g) Industrial Development Authority resolution of approval for Mennonite Home financing project. Mr. Krimmel reviewed the letter and related attachments received from Dan A. Blakinger, Esq., Blakinger/Thomas. Following discussion, motion was made by Mr. Brubaker and seconded by Mr. Bingham to **adopt** Resolution #2016-26 approving the financing through the Lancaster Municipal Authority of a certain project for the benefit of The Mennonite Home; appointing the chairman or another board member to act on behalf of the Township as the “applicable elected representative” as required by the IRS Code of 1986 in the signing of the Resolution and the signing of the Certificate of Approval. The motion passed (5-0).

**Old Business - None**

**New Business - None**

**Board Group Reports**

- Finance Committee – Mr. Russell reported on the following:
  - Banking Cash Management Program - consolidation was approved earlier in tonight’s meeting.
  - The committee began looking at 2017 budget projections and 2016 actuals:
    - Revenue – additional funds coming in above and beyond expected.
    - Expenses – under projected. 2017 will see an increase due to the addition of Public Works employees.
  - There was discussion regarding increasing the donation to the East Petersburg Fire Department.
  - Mr. Russell advised he will be personally making a recommendation that the Township increase their contribute to the Drug Task Force at \$1.25/Township resident. This will be further discussed at the next Board meeting.

**Traffic Commission Report – meeting cancelled**

**Manager’s Report**

1. Bridge and Road Projects. Some work continues on Old Rohrerstown Road Bridge; design of the bridge foundation is awaiting approval from PennDOT.
2. Golf Course Driving Range. The contract has been sent, 15 to 21 days is anticipated until construction.
3. LCTCB Board Meeting. Mr. Krimmel attended a board meeting of the LCTCB for Dave Dumeyer and Ed LeFevre. The major topic was to begin the process of selecting the replacement of Terry Hackman who will be retiring at the end of 2017.
4. Trick or Treat Night. Scheduled for **Monday, October 31<sup>st</sup>** this year.
5. Budget Process - Moving along well. Joe Robinson and other department heads are completing their individual budgets this week. A special budget meeting is scheduled for **October 27, 2016 at 4:30 P.M.**

6. Performance Evaluations. Department Heads had one meeting with consultant Edward Krow. Another is scheduled on September 20<sup>th</sup> to learn more about conducting performance evaluations. One more learning session is scheduled after the 20<sup>th</sup> and the forms and policy will be ready by November.
7. Annual Recycling Report. Joe Robinson submitted the annual recycling report for 2015 which is compiled by the county's solid waste authority. It included an additional 262 tons over last year's report. This should bring back extra money from the 904 Grant program.
8. Indian Springs Drive. The public works crew cleaned out the culvert under Indian Springs Drive to drain the storm water that accumulates in the Indian Springs Neighborhood. We have some complaints from residents in this area about street flooding and lack of maintenance of this storm drain system. We now realize that the channel that used to exist has been filling in with silt and wetlands plants have established themselves. This area does need a major reconstruction to establish the original grades in the channel and culverts cleaned to make it more effective. This project should be budgeted for future year projects. Mr. Krimmel reported he has reached out to those residents involved but he has not heard back from anyone.
9. Gentry Avenue Water Line Replacement. Mr. Krimmel received a response from the water authority regarding the Gentry Avenue water line replacement. The authority wants to wait on replacing the water mains in the Gentry Avenue development until they get the results of their capital projects study. Preliminary information states that the study will be completed by December. He suggested the Board could postpone the neighborhood meeting until after this date and place a dollar amount in the 2017 budget that funds this project but could be utilized in another area of the township if the work could not be started in 2017. A letter from the chairman will be coming to us soon outlining this strategy.

**Adjournment**

By unanimous consent of the Board, Mr. Russell adjourned the meeting at 7:45 p.m.

Respectfully submitted,

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Robert S. Krimmel, Manager/Secretary